

Worksheet 7

What do you do?

What could impede this process?

What could be improved for this to be a better situation?

What is the “win-win” conclusion for everyone?

How do you deal with the needs of everyone involved?

What is the conversation you have with your various supervisors?

How do you find out their priorities?

How do you find out if there is any flexibility in their time line?

What questions do you ask?

How do you let them know about the other tasks you have?

How do you finally prioritize to get everything done?